

# **C O N S T I T U T I O N**

## **CANADIAN SPORT HORSE ASSOCIATION**

**As Amended to March 30, 2010**

**CANADIAN SPORT HORSE ASSOCIATION**  
**Approved June 14, 1933**  
**Incorporated June 14, 1933**  
**Affiliated July 24, 1950**

**A M E N D M E N T S**

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Articles 21 & 25	July 11, 1975
Article 21	April 1, 1977
Article 2	May 5, 1978
Article 6	June 25, 1979
Article 6	June 20, 1980
Articles 21 & 2	May 12, 1981
Articles 3, 6, 15, 21, 23 & 25	April 25, 1983
Articles 1 & 21	May 26, 1987
Articles 6, 7, 12 & 21	July 22, 1988
Article 3	October 17, 1991
Constitution Revised	June 26, 1995
Articles 7, 8, 10, 12 and 21	August 18, 1997
Articles 17 and 19	May 19, 1999
Article 17	February 17, 2001
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Delete Sections 10.3 & 10.4	November 14, 2002
By-laws revised	March 30, 2010

# CANADIAN SPORT HORSE ASSOCIATION

## CONSTITUTION

### **Article 1. NAME, OBJECTS, HEAD OFFICE & CORPORATE SEAL**

#### 1.1 NAME

The Association shall be the "CANADIAN SPORT HORSE ASSOCIATION".

#### 1.2 OBJECTS

The Association shall have for its object the encouragement, development and regulation of the breeding of Sport Horses in Canada from an evolving breed to a distinct breed.

- A. By keeping a record of the breeding and origin of Sport Horses and by collecting, preserving and publishing data and documents relating to same.
- B. By adhering to the established standards of breeding, the aim of which is to produce a horse of sport type, free of pony, draft or stock body types with good disposition and capable of successfully competing at all levels of competition of the Olympic disciplines, and by carrying out a system of identification and recordation by the approved registrar.
- C. By adopting means from time to time to protect and assist breeders engaged in propagation and breeding of Sport Horses in compliance with the Animal Pedigree Act or any regulation made thereunder.
- D. By maintaining an efficient inspection of same and to prevent, detect and punish fraud.
- E. By compiling statistics of the industry and furnishing official and authentic information in regard thereto.
- F. And for these purposes to have power to make all needful contracts and agreements, and to make, alter and repeal regulations subject to the provisions hereinafter set forth.

#### 1.3 HEAD OFFICE

The head office of the Association shall be at such place as the Board of Directors may determine.

#### 1.4 CORPORATE SEAL

The seal as stamped in the margin hereof, shall be the corporate seal of this Association.

## **Article 2 MEMBERSHIP CLASSIFICATION**

2.1 There shall be six classes of members:-

- 2.1 a. **HONORARY MEMBERS:**--The Association may appoint honorary life members at a general meeting of the Board of Directors at which the Board has named the proposed member or members and recommended that such appointment be made, but such honorary member shall take no part in the management of the Association's affairs, their position shall be purely honorary. Honorary members shall consist of persons who have made extraordinary contributions to the developments of the Canadian Sport Horse Association.
- 2.1 b. **LIFE MEMBERS:**--Life members shall be those individuals who have paid a life membership fee to the Canadian Sport Horse Association.
- 2.1 c. **ANNUAL MEMBERS:**--Annual members shall be those individuals, partnerships, or companies incorporated under Federal or Provincial charter, resident in Canada who pay the prescribed annual membership fee, due the first day of January each year. An Annual Member may vote at membership meetings, either in person or, in the case of a constitutional amendment, have filed a proxy with the Secretary as provided in Article 14. An Annual Member, in good standing, shall be eligible to hold office and serve as a member of a committee of the Association.
- 2.1 d. **NON-RESIDENT MEMBERSHIP:**--Non-Resident Members shall be those individuals, partnerships or companies resident outside of Canada, who have become Annual Members on the approval of the Board. Non-resident members are entitled to all the rights and privileges granted Annual Members in section 2.1c of this constitution.
- 2.1 e. **ASSOCIATE MEMBER:**--Associate Members shall be those who pay a fee on an annual basis which would entitle them to receive pertinent information and newsletters from the Association but who would not be granted any voting privileges or be entitled to receive services such as identification of horses in stud books, transfers, etc. at the Annual Members rate. Associate Members would be entitled to participate as members of committees of the Association.
- 2.1 f. **YOUTH MEMBER:**--Youth Members shall be those individuals who have not reached their eighteenth (18) birthday before January 1st of the year for which membership applies. The Youth program shall be governed and implemented by the Youth Committee. Youth members shall be non-voting members and shall not be entitled to hold elected office in the CSHA.

## **Article 3 CONDITIONS OF MEMBERSHIP**

3.1 Application for annual membership shall be in the form prescribed by the Board of Directors and accompanied by the payment of all applicable dues and each applicant on becoming a member shall agree to be bound by the constitution and amendments thereto and all rules of the Association, but the Association shall have power to reject any application for membership.

- 3.1a Application for partnership or incorporated company membership shall specify the person authorized to vote, act or sign for the partnership or company. A member of a partnership or company other than the person mentioned in the application may be authorized by the partnership or company to act or vote at any meeting of the Association.

3.2 All members, other than honorary members, in good standing shall as a matter of contract and except as hereinafter provided enjoy the same rights and privileges and be subject to the same liabilities as the original incorporators of this Association. No member who is in arrears of membership or other fees or dues shall enjoy such rights and privileges.

3.3 A member in good standing is a member who has complied with the regulations as hereinafter set forth and who is not in arrears of membership or other fees or dues or suspended.

3.4 The financial liability of the member to the Association shall be limited to the amount due from him in respect to his membership and fees.

3.5 A member may, provided he is not in arrears for membership or other fees or dues, at any time resign from membership in the Association by giving the office of the Canadian Sport Horse Association notice in writing of his intention so to do, but membership shall not terminate until the end of the then current membership year.

3.6 No member shall be entitled to any of the rights and privileges of the Association during any year until his annual fee for that year is paid. On March 31st in each year all members who paid for the preceding year but who have not paid for the then current year shall be removed from the membership roll. They may, however, elect to identify and transfer at non-members rate during this three months period. They may nevertheless again become members in the manner prescribed by this constitution.

3.7 No member shall hold office or be entitled to vote at a meeting or to give notice to amend this constitution if at the time in arrears of membership or other fees or dues and no applicant shall be entitled to vote until his application for membership has been accepted.

3.8 Each member will receive upon request a current copy of the Association's Constitution.

3.9 The Board of Directors shall have the power to suspend or expel any member who fails to observe any rule or regulation set forth in this constitution or whose conduct is in the opinion of the Board prejudicial to the interests of the Association. A member so suspended or expelled shall after the expiration of sixty days have the right to apply to the Board of Directors for reinstatement, and shall on application be reinstated at the next meeting of the Board, provided two thirds of the members of the Board present thereat vote in the affirmative. If the Board of Directors refuses to reinstate a person suspended or expelled from membership, such person shall have the right to apply for reinstatement by the next succeeding general meeting, but reinstatement by a general meeting shall be only by a vote of two-thirds of the members present thereat and voting.

A member who automatically suspends himself under any rule or regulation of this Association shall after the expiration of ten days have the right to apply to the Board of Directors for reinstatement and shall on application be reinstated at the next meeting of the Board, provided two-thirds of the members of the Board present thereat, vote in the affirmative. If the Board of Directors refuses to reinstate a person automatically suspended from membership, such person shall have the right to apply for reinstatement by the next succeeding general meeting, but reinstatement by a general meeting shall be only by a vote of two-thirds of the members present thereat and voting.

3.10 Any person expelled from membership by any other association incorporated under the Animal Pedigree Act shall not be eligible for membership in this Association and if he is a member at the time of such expulsion, his membership shall thereupon forthwith terminate automatically.

3.11 The membership year of the Association shall correspond with the calendar year.

3.12 All case membership fees received by the Association shall be deposited in a chartered bank to the credit of the Association.

#### **Article 4. NON-MEMBERS**

4.1 Any person not a member of this Association identifying and transferring horses on the records of the Association shall be subject to the same rules and regulations as a member except as otherwise specifically provided for.

#### **Article 5. COMPOSITION OF BOARD OF DIRECTORS**

5.1 Representation on the Board of Directors is drawn from the following regions or provinces: Ontario, British Columbia, Alberta, Prairies (MB and SK), Quebec and the Maritimes (PEI, NS, NB, and NF). Each region or province will be represented by one elected director for every 100 members or part thereof, based on the previous year's membership rolls in each region or province.

5.2 The Board of Directors may delegate any of their powers to the Executive Committee. The Board shall have the power to appoint Honorary Directors who shall have no voting privileges. They shall hold office during the pleasure of the Board.

5.3 HONORARY PRESIDENT:--The Board of Directors may appoint honorary presidents who shall have no voting privileges. They shall hold office during the pleasure of the Board.

5.4 PRESIDENT:--The President shall be elected annually from among their number by the Board of Directors at their first meeting after the annual general meeting. He shall hold office for one year or until his successor is elected and shall be eligible for re-election. The duties of the President shall be to preside at all meetings of the Association and the Board of Directors and of the Executive Committee, to exercise a general supervision over the affairs of the Association and generally to do all matters, acts and things as are usually done by Presidents of similar organizations, and he shall be a member of all committees.

5.4 a PAST PRESIDENT:-To provide for continuity, an outgoing President may sit on the Board of Directors for a period of one year. He/she shall not have voting privileges and shall not be required to sit on any committee.

5.5 VICE-PRESIDENTS:--A Vice-President shall be elected in a like manner to and at the same time as the election of the President, hold office for a similar term, and in case the President is unable to act on account of illness or absence, perform all the duties of the President.

5.6 SECRETARY-TREASURER:--The Board of Directors shall from among their number, appoint a Secretary and a Treasurer, or a Secretary-Treasurer who shall act under the control and with the approval of the Board of Directors. The duties of the Secretary shall be to attend all meetings of the Association and the Board of Directors and of the Executive Committee and to keep exact minutes of the proceedings of same, and to do such other things as may be delegated to him by this constitution, the Board of Directors or the Executive Committee. The Treasurer shall deposit, or cause to be deposited, all monies received by him in a chartered bank, to the credit of this Association, and shall pay same out again by cheque only, countersigned by the President or other officer appointed for that purpose by the Executive Committee. He shall deposit for safekeeping all securities owned by this Association in a safety deposit vault as may be approved of by the Board of Directors, and shall withdraw the same only in the presence of the President or other officer named by the Board of Directors. He shall be bonded in such amount as may be required from time to time by the Board of Directors. He shall keep proper books of account containing entries of all such matters or things as are usually entered in books of account, and shall furnish from time to time such statements in detail of the affairs

of the Association or such other matters as may be directed by the Board of Directors or the Executive Committee.

## **Article 6. ELECTION AND RESPONSIBILITIES OF DIRECTORS**

6.1 Directors will be nominated by mail and elected by using the official ballot form supplied by the Association. Ballot forms may be sent by mail to arrive at the prescribed address seven (7) days prior to the Annual General Meeting, or be delivered by hand to the Annual General Meeting.

6.2 The Directors will be elected for a three (3) year term.

6.3 The Board shall have the power to fill any vacancies which may occur among their number, officers or committees, providing, however, that any director so appointed shall hold office only until the next annual meeting of the Association, but shall then be eligible for re-election. No director shall serve longer than nine (9) consecutive years at one time.

6.4 Directors shall be required to actively participate at all scheduled meetings. He/she must sit on at least one committee of the association and attend or contribute in writing, by fax or E-Mail, to a minimum of seventy-five (75%) of said committee's scheduled meetings. Pending a decision of the Board, failure to comply with the above may result in the initiation of dismissal.

## **Article 7 MEETINGS OF BOARD OF DIRECTORS**

7.1 The Board shall hold a meeting immediately preceding and immediately following each Annual General Meeting of the membership, at the place where said meeting is held. The Board may hold a semi-annual meeting between AGMs at such time and place as shall be determined by the Board at each AGM. The effort should be made to locate said meeting in different areas of Canada each year.

7.2 Notice of meetings of the Board of Directors other than the one immediately following the annual general meeting shall be mailed postage prepaid to each one of them ten days at least before the date of meeting to his last known post office address appearing on the books of the Association or by E-Mail at least seven days before the date of meeting.

7.3 Motions dealing with issues which go beyond a single provincial jurisdiction shall be recorded in the minutes and circulated to all Directors for a period of not less than seven (7) days prior to voting. All Directors may submit their view in writing and may vote by e-mailing, faxing or by telephoning the National Office by a specific date indicated in the minutes prior to the next Board Meeting.

7.4 A meeting of the Board of Directors including the President or Vice-President may be held on shorter notice or without written notice providing all Directors have given their consent to the meeting being held. A minute of such consent shall be entered in the minutes.

7.5 For the transaction of the business of the CSHA at a Board of Directors meeting, a quorum shall be a majority of the Board including the President or Vice-President. A meeting once duly called to order with quorum may continue at the pleasure of the remaining directors, should directors leaving the meeting reduce the remainder to less than a quorum.

## **Article 8 COMPOSITION AND ELECTION OF EXECUTIVE COMMITTEE**

8.1 EXECUTIVE COMMITTEE:--The Directors shall at their first meeting after each annual general meeting elect by ballot from its numbers, an Executive Committee. The Executive Committee will consist of the following: one (1) President, one (1) Vice-President, one (1) Treasurer and two Executive Committee members. Any nominations from absentee directors must be received at said meeting prior to voting. A copy of the minutes of each Executive meeting shall be forwarded to each Director within ten days after a meeting.

### **Article 9 MEETINGS OF EXECUTIVE COMMITTEE**

9.1 Notice of meetings of the Executive Committee shall be mailed or sent by E-Mail to each member thereof three days at least before the date of the meeting to his last known post office address appearing on the books of the Association.

9.2 Meetings of the Executive Committee may be held on shorter notice or without written notice providing all have given their consent to the meeting being held. A minute of such consent shall be entered in the minutes.

9.3 At a meeting of the Executive Committee a quorum shall be the President or Vice-President plus 2.

9.4 A copy of the minutes of all meetings of the Executive Committee shall be mailed within ten days following such meeting, to each Director. Such minutes shall stand approved if no objection is raised within seven days by anyone who was in attendance at such meeting.

### **Article 10 STANDING COMMITTEE**

10.1 The Standing Committees will be composed of members in good standing and shall assume such duties and work within the mission statements presented below. The mission statement being approved by the Executive Committee of the Canadian Sport Horse Association shall only be amended with the approval of the CSHA upon written request of the standing committee. Non-members shall be allowed to sit on a Standing Committee only if their presence allows the committee access to special skills or talents which members of the CSHA do not normally possess or if such individuals are paid employees of the CSHA.

10.2 The Chairperson of each committee will be an elected member of the CSHA Board of Directors and a member in good standing of the CSHA. The chairperson duties will consist of convening the committees for meetings, presiding at meetings, develop the financial needs of the committees, carrying the wishes of the committee to the Board in the form of written reports, briefs and recommendations. The Chairperson will also be responsible to the Board for ensuring that the committee works within the mission statement agreed upon, selecting additional members for the standing committee and appointing the vice chairperson and secretary.

10.3 The following committees shall activated as needed and ad hoc committees may be formed as needed at the discretion of the Board of Directors. Committees shall have chairpersons appointed from the elected members of the Board of Directors, who by any reasonable means, fill the remaining committee positions. Certain committees, whose membership make-up is predetermined, must follow that directive.

1. Youth
2. Stud Book
3. Constitution
4. Shows and Awards
5. Membership/Promotion/Sponsorship
6. AGM
7. Auction and Sales

8. Stallion testing and promotion
9. Education and History
10. Inspections
11. Publications
12. Ethics

#### 10.4 Committee Descriptions:

- a. **The Youth Committee** shall develop and maintain a youth program which will work with other youth groups such as Pony Clubs and 4H to promote the breeding and development of the Canadian Sport Horse.
- b. **The Stud Book Committee** will be appointed by the Board of Directors. The Stud Book Committee shall create and maintain the CSHA Stud Books as requested and required by the Board of Directors and/or the general membership.
- c. **The Constitution Committee** will review suggested constitutional amendments, circulate suggested amendments to the membership as this constitution demands and make recommendations to the general membership on constitutional amendments at the AGM.
- d. **The Shows and Awards Committee** shall consist of the Show Committee Chairpersons of each provincial chapter and a chairperson selected by the Board. The Show and Awards Committee shall develop a national aware program, work directly with Equine Canada to develop CSHA interest and serve as show organizer for any show deemed as a national activity.
- e. **The Membership/Promotion/Sponsorship Committee** will work with other committees to develop sponsorship between all levels of the CSHA and interested parties. As part of these activities the committee will promote the CSHA and its members internationally, nationally, and locally with industries, both horse related and non-horse related in nature. This committee will also develop and actively conduct membership drives aimed at increasing the membership of the CSHA. This committee will develop funding from all sources, deal with the provincial, federal and local agencies and increase the profile of the CSHA.
- f. **The AGM Committee** shall organize and plan, in all respects, the AGM under the general direction and approval of the Board.
- g. **The Auction and Sale Committee** shall be responsible for the organization and execution of all auctions and sales held under the CSHA name. The committee shall be charged with making such functions both profitable and a credit to the CSHA.
- h. **The Stallion Testing and Promotions Committee** shall organize and conduct the stallion performance testing as required by the Constitution of the CSHA. Said committee shall also promote CSHA stallions in conjunction with the Membership/Promotion/Sponsorship Committee, the Publications committee and the Inspection Committee.
- i. **The History and Education Committee** shall develop historical records concerning the CSHA and present findings to the Membership/Promotion/Sponsorship Committee and Publications Committees. The History and Education Committee shall develop informational courses for members, run clinics of all lengths and develop education resources such as videos and films to be used to educate the horse industry and the CSHA members.

j. **The Inspection Committee** shall consist of a Board member and at least two (2) current inspectors. All recommendations for inspection standard changes and new Inspectors must be brought to the National Board of Directors for approval.

k. **The Publication Committee** shall consist of a chairperson appointed by the Board and two members from the general membership. The committee shall develop a national newsletter, work with all equine publications and newspapers and magazines with the objective of increasing the visibility of the CSHA. All articles, newsletters and press releases made by the CSHA will be approved and edited by members of this committee.

l. **The Ethics Committee** shall act as a review board to establish and operate an equitable investigative system. It shall investigate complaints of improper behavior by members, and report findings, with recommendations for action, if any, to the Executive Committee, investigate perceived incorrect procedures or conflicts of interests involving extant Committees, and report findings with recommendations for action, if any, to the affected Committee and the Executive, and investigate and recommend guidelines for correct procedures in areas not covered by any Committee. The committee shall work with other Committees and Projects to ensure the maintenance of a correct presentation of the Association to its' own members and the general public and report any transgression connected therewith to the Executive with recommendations for action.

10.5 Each of the standing committees shall produce a budget request for funding, a statement of objective and make reports to regularly scheduled board meetings and AGMs. Any committee except the Executive Committee shall have power to add to its number.

#### **Article 11 OTHER POSITIONS**

11.1 EXECUTIVE DIRECTOR:--This office to be appointed by the Board - primary focus to be the efficient management of the office to provide an excellent level of service to the members; to make decisions about the daily operation of the Association; to facilitate the execution of individual C.S.H.A. programmes under the chairmanship of respective Board members; the publishing of the News Bulletin; and all other related activities to support, promote and improve member relations and communications.

11.2 REGISTRAR:-- Responsible for verification and issuance of documents as set out in the rules of the Association and for the maintenance of a credible, efficient and professional registry. In accordance with the Animal Pedigree Act, the registry may be operated directly by the Association, the Canadian Livestock Records Corporation or an approved breed association which also is operating under the Animal Pedigree Act. A change to the current registrar, the Canadian Livestock Records Corporation, must be presented to the membership at an Annual General Meeting or General Meeting for approval. The membership may vote to accept or to request further study. If further study is requested, a date for review and vote will be established at that time.

11.3 AUDITOR:-- To be contracted annually by the Board of Directors top provide an independent review and report of the previous fiscal year's accounts at a minimum of a Review Engagement level.

#### **Article 12 PROVINCIAL CHAPTERS/ASSOCIATIONS**

12.1 A Provincial or State Chapter may be granted recognition as such by the CSHA upon application by a minimum of twelve (12) members of said province or state, in good standing. A Provincial Constitution and operational plan must also accompany such a request.

12.2 The activities of any such Provincial Chapter shall be confined solely to its own Provincial interest and shall not conflict in any way with the activities of this Association. Not more than one Provincial Chapter in each province shall be organized.

12.3 The treasurer/secretary of the National Board shall receive Financial Statements for prior fiscal year and Budget Requests for forthcoming fiscal year by January 31st of that year from each Provincial Chapter or group outlining funding needs, expenses and income. This information shall be used to determine funding for that year and will be incorporated in the Association's fiscal year end for accounting purposes. After consultation with the National Board and the provincial chapter and presentation at the Annual General Meeting (AGM) funding will be designated to the provinces no later than thirty (30) days following the AGM. Any funds raised by any provincial chapter may be used by said chapter at its own discretion. Efforts shall be made to channel funds to areas of the country, not necessarily constituted chapters, which require extra support. Efforts shall be made by all level of the Canadian Sport Horse Association to be as self-supporting as possible.

### **Article 13 MEMBERSHIP MEETINGS**

13.1 The annual general meeting of the Association shall be held at such time and place as decided upon by the Executive Committee of the Association. Other general meetings shall be held at the time and place fixed by the Board of Directors. A notice of at least thirty days in advance shall be given by post, indicating the time and place of meetings. This notice shall be given by a circular letter postage prepaid to each of the members at his last known post office address appearing on the books of the Association. In the event of the Association publishing an official organ a notice published therein shall be deemed to be sufficient. A copy of the notice calling an annual or general meeting shall be forwarded to the Minister of Agriculture for Canada in a like manner as to members of the Association.

13.2 For the transaction of the business of the Association at an annual or other general meeting a quorum shall be ten.

13.3 At the written request of twenty members the Secretary shall call a special general meeting of the Association which meeting shall have the same status as if it has been called in the regular way by the Board of Directors of this Association but such meeting shall have no power to amend this constitution.

### **Article 14 AMENDMENTS & ORDER OF BUSINESS**

14.1 The Constitution may be amended at any general meeting of the Association, by the affirmative vote of two-thirds of the members present, or voting by proxy. Any such proxy shall be submitted to the secretary prior to the commencement of the meeting, shall not apply to the election of directors, and shall expire at the conclusion of the adjournment vote. No amendment shall be valid until approved by the Minister of Agriculture for Canada. Notice of all proposed amendments shall be given to the Secretary sixty days in advance of a general meeting and they shall be included in the notice calling such meeting otherwise they shall have no power to deal with same.

14.2 ORDER OF BUSINESS - The order of business at all annual and general meetings shall be as follows:

1. Identification of members.
2. Reading minutes of previous meeting.
3. Report of officers, directors and committees.
4. Correspondence.
5. Unfinished business.

6. If annual meeting, election of directors and other officers.
7. New business.
8. Adjournment.

The above order with the exception of "1" identification of members may be changed at the pleasure of the meeting assembled.

## **Article 15 AUDIT AND ANNUAL REPORT, FISCAL YEAR, EXPENSES, INCOME & PROPERTY**

### **15.1 ANNUAL REPORTS**

The Board of Directors at each annual general meeting shall submit a complete report of its acts and of the affairs of the Association; it shall present a financial statement prepared by the appointed Chartered Accountant. A copy of this report, a list of the officers elected and the representatives to the Canadian Livestock Records Corporation, also general information on the affairs of the Association shall be sent to the Minister of Agriculture for Canada within twenty days after the AGM. A copy of the annual report shall be made available upon request to each member in good standing.

### **15.2 FISCAL YEAR**

The fiscal year of the Association shall correspond with the calendar year.

### **15.3 EXPENSES, INCOME AND PROPERTY**

The income and property of the Association from whatever source derived, shall be applied solely towards the promotion and furtherance of the objects of the Association and no part thereof shall be paid or transferred directly or indirectly by way of bonus or otherwise as profit or gain to members of the Association past, present or future, or to any person claiming through any member provided, however, that nothing herein contained shall prevent the bona fide payment of remuneration to any secretary, treasurer, registrar, officer, clerk or servant or other person or persons for services actually rendered the Association whether such are members of the Association or not, and the expenses of the directors or other officers incurred in doing the business of the Association.

## **Article 16 STUD BOOK**

### **16.1 BREED DESCRIPTION & DEFINITION**

The breeding aim is to produce a horse of "sport" body type, free of pony, draft or stock body types with a good disposition, capable of competing successfully at all levels of competition in hunter, jumper, dressage and eventing.

### **16.2 SPECIFIC CHARACTERISTICS**

Horses must meet the specific characteristics to be eligible for inclusion in the Main Stud Book (F5)

- a. Must be no less than 16 hh, measured at the withers not later than at three (3) years of age. If between 15.2 and 16 hh at three (3) years, an animal may be conditionally accepted, subject to re-measurement at five (5) years at which time height must be no less than 16 hh.
- b. Cannon bone shall be not less than eight (8) inches at 16 hh or nine (9) inches at 17 hh not later than three (3) years of age. To be measured at the narrowest point on the front leg, just below the knee.
- c. Withers must be level with or higher than the croup.

- d. Pillar of support should emerge in front of the withers on the top and bisecting the rear quarter of the hoof.
- e. No horse shall have a lumbo-sacral position variance of more than six (6) centimeters, in respect of a line drawn from the point of the hip on either side.
- f. Femur should not be the shortest side of the rear triangle (point of hip to point of buttock to stifle).
- g. Horses must be free of excessive leg feathering. Feathering must be confined to the rear of the fetlock.
- h. Percentage of Refinement parental stock shall be no less than (1/8) 12.5% and no greater than (3/4) 75%.

### **16.3 ACCEPTABLE PRIMARY PARENTAL STOCK**

- a. **SPORTHORSE-STYLE PARENTAL STOCK:** Animals from European ‘sporthorse’ registries recognized by the Canadian Sport Horse Association including but not limited to: Anglo European Studbook (AES), Baden-Wurttemberg (BAD-WU), Bavarian Warmblood (BAVAR), Belgian Warmblood (BWP), Belgian Sporthorse (sBs), Danish Warmblood (DWP), Dutch Warmblood (KWPN), Hanoverian (HV & AHS), Hessen (Hess), Holsteiner (Holst & AHHA), Hungarian Warmblood, Irish Sport Horse (ISH), Norwegian Warmblood (FWB), Mecklenburg (MECKL), Oldenburg (OLDBG), Rheinland Pfalz Saar (ZWEIB), Selle Francais (SF), Rheinlander (RHEIN), Selle Luxemborgeois (SCSL), Swedish Warmblood (SWB), Westphalian (WESTF), Zangersheide (ZANG)
- b. **REFINEMENT PARENTAL STOCK:** Purebred animals of other parental stock breeds: Thoroughbred, Arab, French Anglo-Arab and Trakehner.
- c. Animals of the following breed backgrounds may appear as no more than 12.5% - i.e. third (3) generation ancestor in any primary parental stock animal: Andalusian, Appaloosa, Canadian, Curly, Fjord, Friesian, Icelandic, Lipizzaner, Lusitano, Morgan, Paint, Quarter Horse, Saddlebred, Standardbred, Cobs, ponies, draft breeds (except Irish Draught), gaited breeds, crosses or grade animals.

### **Article 17 RECORDING OF PEDIGREES**

17.1 The following five (5) books of the Canadian Sport Horse Association shall be kept at the office of the appointed registrar. These Stud Books shall be know respectively as: 1) Pre-Stud Book; 2) Mare Book; 3) Mare Book II; 4) Stallion Book; 5) Main Stud Book. The aforementioned Stud Books shall be published by the Canadian Livestock Records Corporation at such time as decided by the Board of Directors.

17.2 There shall be furnished by the Registrar for all living animals identified a certificate of identification. The pedigree shall be in such form as decided on by the Canadian Sport Horse Association Board of Directors.

17.3 Any person suspended, expelled from membership shall not be allowed the privilege of recording pedigrees in the records of the Association “at member rates”.

17.4 The Registrar shall have the power, for any cause which in the opinion of the committee seems proper, to refuse applications for inspection and identification or applications for transfer from any person whether a member or not. Any such action taken by the Registrar under this provision shall be immediately reported to this Association.

### **Article 18 INDIVIDUAL IDENTIFICATION**

18.1 The Board of Directors shall make regulations for a practical and effective system of individual identification of all horses to be recorded. Four (4) colour photos (one front view, one near view, one off view,

and one hind view) shall accompany all foal, stallion and unregistered mare applications for the purposes of individual identification. Verification of markings by an inspector or person authorized by the Board may replace the requirement for photos. In the case of a registered mare or stallion being presented for inspection, the markings as described on the registration certificate shall be verified by an attending inspector.

18.2 All foals shall be required to be parentage verified using DNA Genetic Marker Testing. The sire and dam of such foal must be DNA Genetic Marker Tested. Samples taken must make use of the Canadian Sport Horse - DNA Genetic Marker Testing form and the designated testing agency.

18.3 All mares and stallions applying for breeding approval must be DNA Genetic Marker Tested before breeding approval is granted. Samples taken must make use of the Canadian Sport Horse - DNA Genetic Marker Testing form and the designated testing agency.

### **Article 19 STANDARDS FOR IDENTIFICATION IN STUD BOOKS**

19.1 Standards for identification in CSHA Stud Books may, from time to time and as occasion may require, be made in a manner determined by the Board of Directors of this Association.

### **Article 20 RULES OF ENTRY**

20.1 EXPLANATION: An inspected and approved animal (for the purpose of the Association) is one that has been inspected and approved by a person or persons duly authorized by the Association to inspect and reject or approve animals for identification in the Canadian Sport Horse Association Stud book.

20.2 A certificate stating that a designated animal has been inspected and approved, signed by the secretary of the Association, shall be acceptable evidence that the animal in question has been inspected and approved.

20.3 Subject to any other regulatory requirements prepared by the Association, it shall accept foals for identification that are the result of an A.I. breeding, including the use of fresh and transported cooled or frozen semen, and the Association shall also accept foals for registration that are the result of embryo transfer, provided that the donor mare is a Canadian Sport Horse approved for breeding purposes, and has been acceptably identified as the donor dam of the embryo.

20.3a **ELIGIBILITY OF ANIMALS UNDER PREVIOUS RULES:** Rule A animals shall be considered the equivalent to F1 animals in the Stallion Book. F.S. mares and Rule B mares shall be considered the equivalent of those animals in the Mare Book. Rule C and D animals shall be considered equivalent to F1 and placed in the Mare or Stallion Book as is applicable. Animals registered or identified under “other rules” shall be given the appropriate status based on their ancestry.

### **RULES OF ENTRY INTO THE FIVE (5) BOOKS OF THE CANADIAN SPORT HORSE ASSOCIATION (as outlined in section 15.1 of the constitution) SHALL BE PER SECTIONS 20.8 TO 20.12:**

#### **20.4 Definitions:**

a. A “**Genetic Diversity Indicator**” (GDI) shall be determined by review of the applicable animal’s 3-generation pedigree for presence of at least two (2) animals of differing breed makeup in the bloodlines of the sire and the dam. A zero (0) score indicates no genetic diversity; a two (2) score indicates presence of diversity.

b. **“Approved”** herein used refers to mares which have passed Phase I Inspection requirements and to stallions which have passed both Phase I Inspection requirements and Phase II Performance requirements as described in the official current “CSHA Inspection Requirements” document which shall be available to members from the CSHA office and/or on the CSHA website.

c. **“Licensed”** herein used refers to stallions that have successfully undergone Phase I inspection but are still required to undergo Phase II-Performance Requirements.

d. **“Identified”** as used herein is used in accordance with the definition of the term “identification” as used by the Animal Pedigree Act viz: “‘identification’ means the recognition that an animal is an animal of an evolving breed”.

e. **“Inspected”** as used herein shall mean the physical inspection of the animal by CSHA inspectors in accordance with rule 19.1 of this Constitution.

## **20.5 Issuance of Identification/Recordation Numbers:**

a. Animals presented for inspection and inclusion in the Pre-Stud Book shall be issued a recordation number for recordation purposes by the CSHA. The format for this category of number shall be defined by the Board of Directors and shall include unique digits or characters to identify the individual animal in addition to any other digits/characters.

b. Upon application, eligible offspring of animals recorded in the Pre-Stud Book and identified by the CSHA as having a Genetic Diversity Indicator of zero (0) as defined in 20.4(a) shall be issued a recordation number for recordation purposes by the CSHA similar in format to the number issued under 20.5(a), as defined by the Board of Directors and shall include unique digits or characters to identify the individual animal in addition to any other digits and/or characters.

c. Upon application, eligible offspring of animals recorded in the Pre-Stud Book and identified by the CSHA as having a Genetic Diversity Indicator of one (1) as defined in 20.4(a) shall be issued an identification number for identification purposes by the CSHA. The format for this category of number shall be defined by the Board of Directors and shall include unique digits or characters to identify the individual animal in addition to any other digits and/or characters.

d. Upon application, eligible offspring of animals recorded in all other CSHA Stud Books shall be issued an identification number for identification purposes by the CSHA. The format for this category of number shall be defined by the Board of Directors and shall include unique digits or characters to identify the individual animal in addition to any other digits and/or characters.

## **20.6 Inspection for Breeding Approval and Performance Requirements.**

a. All female offspring must be inspected and approved at minimum age of two years of age (2) as fulfilling the standards laid out in the current “CSHA Mare Inspection Requirements” document.

b. All entire male offspring must be inspected and approved at minimum age of two years of age (2) as fulfilling the standards laid out in the current “CSHA Stallion Inspection Requirements” document before being granted Licensed approval.

c. Upon inspection and approval, animals shall be recorded as entered into the applicable Canadian Sport Horse Stud Book.

d. Offspring of animals born prior to parent's breeding approval being granted shall become eligible for identification retroactively upon full breeding approval being granted to those parents.  
All Phase I Licensed stallions must successfully complete Phase II –CSHA Performance Requirements before being deemed to have full breeding approval.

e. Extensions to the performance testing deadline may be granted at the Board's discretion upon review of acceptable show cause; such show cause may include, but shall not be limited to, veterinarian's reports and other documentation of the reason for delays in the completion of performance testing.

#### **20.7 Upgrading of Book Status:**

- a. Application for upgrading of Book Status made be made for offspring by Approved stallions if either parent achieves acceptable performance levels (as described in the current official "CSHA Performance Requirements for Stallions and Mares" document which shall be available upon request to members from the CSHA office and/or on the CSHA website) after the initial identification of the foal. The applicant shall present verifiable documentation to support the application, and applicable fee. Such verifiable documentation may include, but shall not be limited to, Equine Canada and/or US Equestrian issued show results.
- b. Animals so upgraded shall receive replacement papers of the new Book category marked as being upgraded.

#### **20.8 PRE-STUD BOOK:**

- a. Shall include all incoming approved and licensed stallions identified as acceptable Refinement Parental Stock.
- b. Shall include all incoming inspected and approved mares identified as Acceptable Refinement Parental Stock.
- c. Female animals presented for inspection with no documented registration from another Registry included in the acceptable Parental Stock shall provide acceptable proof of suitable sire and dam based upon DNA parentage verification. Failing presentation of that proof, the animal, if approved, shall be deemed to be of an "unknown" Genetic Diversity Indicator, and offspring shall be eligible for inclusion in only the Pre-Stud Book until three (3) fully verified and acceptable generation crosses have been completed.
- d. Shall include offspring with a Genetic Diversity Indicator (GDI) of zero (0) as defined in 20.4(a) out of approved mares from the Pre-Stud Book by approved or provisionally approved stallions from the Pre-Stud Book.
- e. This book shall also contain all animals previously identified as "F0".
- f. Shall include all offspring of unapproved mares and/or stallions not licensed or approved from the Pre-Stud Book, Mare Book, Mare Book II or Stallion Book.

#### **20.9 MARE BOOK (F1 & F2):**

- a. This book shall contain all females previously identified as "F1" and "F2" and future offspring of existing F0 mares by Approved and Licensed stallions.
- b. Shall include female offspring with a minimum Genetic Diversity Indicator (GDI) as defined in 20.4(a) of two (2) out of approved mares from the Pre-Stud Book by Approved and Licensed stallions from the Pre-Stud Book.

- c. Shall include female offspring out of approved mares from any book other than the Pre-Stud Book by approved stallions from the Pre-Stud Book.
- d. A minimum of two (2) generations of presence in this book must be achieved before passage of subsequent offspring to the next book may be considered.
- e. The generation status shall be included in the animals' identification number.

**20.10 MARE BOOK II (F3 & F4):**

- a. This book shall contain all females previously identified as "F3" and "F4".
- b. A minimum of two (2) generations of presence in this book must be achieved before passage of subsequent offspring to the next book may be considered.
- c. The generation status must be included in the animals' identification number.

**20.11 STALLION BOOK (F1-F4):**

- a. This book shall contain all males identified as "F1" to "F4" inclusive.
- b. Shall include male offspring with a minimum Genetic Diversity Indicator (GDI) of two (2) as defined in 20.4(a) out of approved mares from the Pre-Stud Book crossed with approved stallions from the Pre-Stud Book.
- c. Shall include male offspring out of approved mares from any Book other than the Pre-Stud Book by approved stallions from the Pre-Stud Book.
- d. Four (4) generations of presence in this book must be achieved before passage of subsequent offspring to the Main Stud Book may be considered.
- e. The generation status shall be included in the animals' identification number.

**20.12 MAIN STUD BOOK (F5 and greater):**

- a. This book shall contain all animals identified as "F5" or greater.
- b. Shall include offspring of an approved mare whose lineage includes a minimum of two (2) generations in the Main Mare Book crossed with an approved stallion with a minimum of four (4) generations in the Stallion Book.
- c. Shall include offspring from two (2) Main Stud Book parents.

20.13 When a special case arises as to the eligibility of any animals, the Board of Directors may authorize the identification, providing satisfactory documented proof is given. In the case where DNA parental verification cannot be confirmed due to the death of a dam for which DNA is not on file, suitable confirmation from an attending veterinarian together with other verifications must be presented. Approval of all Directors is required.

20.14 Cancellation: Any Licensed or Approved stallion may be subject to re-inspection if it appears that progeny do not meet required standards. Animals failing to pass re-inspection shall have their future CSHA breeding approval revoked. Such cancellation shall not affect the eligibility of progeny conceived prior to date of cancellation.

**Article 21 APPLICATION FOR IDENTIFICATION**

21.1. All fees shall be paid to the Association and may be sent by post office money order, bank money order or cheque, credit card or electronic transfer of funds and shall be deposited, or cause to be deposited, to the credit of the Association in a chartered bank.

21.2 Application for identification of animals registered in any other Stud Book recognized by this Association, must be accompanied by the official certificate which must show that the animal has been duly transferred to the applicant for identification. If a mare is in foal, in order to identify the produce, a certificate must show the date of service, name and number of the service sire and owner at the time of service.

21.3 Application for identification of animals must be made by the owner on forms supplied by the Canadian Sport Horse Association. All blank spaces must be filled in, in ink, or typewritten, and the application must be signed by the owner.

21.4 The Secretary of this Association shall supply CSHA inspectors with a form for inspection purposes which shall contain all information shown on the application for identification. This form shall be certified by the inspector as to whether or not the animal passes inspection and returned to the Secretary.

21.5 When an animal is a twin, it shall be so stated when applying for identification, and the sex given of the animal with which it is a twin. Should a twin be entered upon the record without such statement, no subsequent application for entry of animal twin with same shall be accepted.

21.6 The breeder of an animal is the owner or lessee of the dam at the time she was served. The first owner is the owner of the dam at the time the animal was born.

21.7 No two animals shall have the same name. Letters shall not be used as a prefix to a name. Names shall not contain more than thirty letter spaces or characters including numeral affix.

## **Article 22 INSPECTIONS**

22.1 The Board of Directors from time to time and as occasion may require shall make regulations regarding the inspection of all horses to be identified.

22.2 Any Licensed stallion which cannot achieve Approved status due to permanent injury, but which exhibits exceptional conformation and/or pedigree and/or offspring, may be considered for approval at the discretion of the Board of Directors.

22.3 The Board of Directors, in consultation with the Chairperson of the Inspections Committee, shall appoint Inspectors, and shall appoint an Inspections Secretary wherever deemed necessary, who shall arrange, control and supervise the work of Inspections.

22.4 Inspection fees shall be collected by the National Secretary, or by an Inspections Secretary appointed for that purpose by the National Board of Directors, and deposited into the National bank account.

22.5 Inspectors are to submit their fees and expenses to the National Secretary or to the Inspection Secretary and such expenses are to be paid within a reasonable time of the inspection. Inspection monies, complete with summary statement and copies of submitted receipts to be submitted to the National Office within thirty (30) days of the inspection.

## **Article 23 TRANSFERS AND DUPLICATE CERTIFICATES**

23.1 The Animal Pedigree Act requires that all animals sold as registered stock must be officially transferred by the seller and the Certificate of Identification presented to the purchaser within six (6) months of the date of sale. Refusal to do so on any pretext whatever shall be grounds for his expulsion, if a member, from the Association.

23.2 Applications for transfer of ownership may be made on forms supplied by the Canadian Sport Horse Association, and must give date of sale and date of delivery and in the case of a female if bred, service certificate must be completed.

23.3 In the case where a male or female is leased or loaned for breeding purposes a copy of the terms of the lease between both parties or a lease form, supplied by the Canadian Sport Horse Association must be completed. The lessee will in all cases be considered the breeder of the progeny of leased or loaned females.

23.4 A duplicate certificate may be issued if the registered owner or his authorized agent files a statutory declaration, showing in a satisfactory manner that the original is lost, destroyed or unobtainable.

#### **Article 24 NAMES OF ANIMALS**

24.1 An application for identification of animals must designate a name which upon identification shall become the name of the animal. The designated name must not be the same as the name of any animal previously registered or identified in the Canadian Sport Horse Stud Book nor so similar thereto as to result in possible confusion.

#### **Article 25 PRIVATE BREEDING RECORDS**

25.1 There shall be kept by each breeder a private record which shall contain full particulars of his breeding operations. This record shall at all times be open to the inspection of officials of this Association, officials of the Department of Agriculture for Canada.

#### **Article 26 REGISTRATION OF NAMES**

26.1 STABLE NAMES - A breeder may register for his exclusive use a name to be used as a prefix in naming his animals. A particular name will be allowed to one person or partnership only and in registering such names, priority in use and application for registration shall be considered. Letters shall not be used as a prefix to a name. Names shall not contain more than thirty letter spaces or characters, including numeral affix. In the event of a change in the name of a partnership or company or if any party is taken into partnership, the name may be transferred upon application of the registered owner or his authorized representative. Likewise, transfer may be made from a deceased owner to his heir. A REGISTERED NAME may be transferred to another person or persons on the application of the person or persons in whose names it is registered. After the expiration of five (5) years, the registered name will be forfeited if it has not been used in identifying an animal by the registered owner.

#### **Article 27. SUSPENSION--DEFINITIONS**

27.1 SUSPENDED MEMBER:--A suspended member is a member who has been suspended by the Board of Directors or who automatically suspends himself because he has not conformed to the rules and regulations of this Association.

27.2 **SUSPENDED REGISTRATION:**--A suspended identification is an identification of pedigree or transfer that has been placed under suspension by the Board of Directors for an identified irregularity; such suspension to remain until same has been lifted by a resolution of the Directors of this Association.

## **ARTICLE 28. PENALTIES**

28.1 Any member who violates any rule or regulation of the Association automatically suspends himself from making further identification or transfer.

28.2 Identification or transfer of ownership of an animal is made on the understanding that the particulars given on the application are correct. If it is subsequently discovered that the particulars given were incorrect or fraudulent, the identification or transfer shall be suspended and cancelled by this Association. Pedigrees recorded incorrectly may be cancelled and re-recorded by the owner at the expense of the original applicant for registration or transfer, but it is understood that this Association shall not be held responsible for any loss or damage that may be sustained through suspension, cancellation or correction of any identification or transfer. The Canadian Sport Horse Association is incorporated under the Animal Pedigree Act, and clauses contained in the Act apply to breeders and owners of Canadian Sport Horses.

## **Article 29 INTERPRETATION**

Wherever the context permits in this constitution the singular shall include the plural and the masculine the feminine and the neuter.