



This package contains:

Certified copy of the Incorporation Application



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

SINEAD O' CALLAGHAN

INCORPORATION APPLICATION

BC Society • Societies Act

NAME OF SOCIETY: **COASTAL COMMUNITIES FILM SOCIETY**

Incorporation Number: S0083710

Business Number: Pending

Filed Date and Time: October 9, 2025 09:59 AM Pacific Time

Date Society was incorporated or otherwise formed: October 9, 2025 09:59 AM Pacific Time

NAME RESERVATION NUMBER

NR 2693526

COASTAL COMMUNITIES FILM SOCIETY

APPLICANT INFORMATION

Last Name, First Name Middle Name:

MILLER, ANDREW GLENN

Mailing Address:

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

Mailing Address:

PO BOX 11
BAMFIELD BC V0R 1B0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

BLACK, AMAYA

Delivery Address:

Last Name, First Name Middle Name:

HAMELIN-COTE, LEO BENOIT

Delivery Address:

INCORPORATION APPLICATION

BC Society • Societies Act

Last Name, First Name Middle Name:

MILLER, ANDREW GLENN

Delivery Address:

Last Name, First Name Middle Name:

MUMFORD, BENJAMIN CHARLES

Delivery Address:

Last Name, First Name Middle Name:

PATTERSON, JESSE LEILAND EDWARD

Delivery Address:



INCORPORATION APPLICATION

BC Society • Societies Act

CONSTITUTION

NAME OF SOCIETY

COASTAL COMMUNITIES FILM SOCIETY

SOCIETY'S PURPOSES

Name

The name of the society is Coastal Communities Film Society.

Purposes

The purposes of the society are to:

- a. Empower and support filmmakers and visual storytellers from small coastal and rural communities, including those on Vancouver Island and across Canada's Atlantic, Pacific, and Arctic coasts.
- b. Promote, preserve, and share the cultural, environmental, and social narratives of these communities through film and multimedia storytelling.
- c. Secure and provide grants, resources, and advocacy to enable creative projects from under-represented and Indigenous communities.
- d. Facilitate and deliver community-based workshops, screenings, and collaborative visual and audio media projects.



INCORPORATION APPLICATION

BC Society • Societies Act

CERTIFICATION

I, Andrew Miller, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.



Bylaws of the Coastal Communities Film Society

Part 1 – Definitions and Interpretation

1. In these bylaws, unless the context otherwise requires:
 - “**Society**” means the Coastal Communities Film Society.
 - “**Board**” means the directors of the Society.
 - “**Director**” means an individual elected or appointed to the Board.
 - “**Act**” means the *Societies Act* of British Columbia as amended from time to time.
 2. These bylaws are to be interpreted in accordance with the *Societies Act*. If there is a conflict between these bylaws and the Act, the Act prevails.
-

Part 2 – Members

1. The Society shall have **no members** within the meaning of section 83 of the *Societies Act*.
 2. The governance and activities of the Society shall be exercised solely by the Board of Directors.
 3. Supporters or participants may be recognized by the Society, but such recognition does not confer membership or legal rights under the Act.
-

Part 3 – Directors

1. The Society shall have a **minimum of five (5)** and a **maximum of nine (9)** directors.

2. At least one (1) director must be ordinarily resident in British Columbia.
 3. Directors must be individuals who are at least 18 years of age.
 4. Directors shall serve for a term of up to **two (2) years** and may be re-elected. Terms may be staggered to ensure continuity.
 5. A director ceases to hold office when:
 - a. They resign in writing;
 - b. They are removed by a resolution of the Board; or
 - c. They are no longer qualified under the Act.
-

Part 4 – Duties and Powers of Directors

1. The Board is responsible for managing the affairs and activities of the Society.
 2. Directors are expected to actively participate in the work of the Society, including but not limited to:
 - a. Contributing to grant writing and fundraising efforts;
 - b. Leading or supporting projects funded by grants;
 - c. Participating in community outreach, programming, or events.
 3. Directors shall serve without remuneration for their role as directors.
 4. Directors may, however, receive funds or compensation administered by the Society for work performed on specific projects, provided that:
 - a. The director declares any conflict of interest regarding the project or grant;
 - b. The director abstains from discussion and voting on related matters;
 - c. The disclosure and abstention are recorded in the minutes.
-

Part 5 – Board Meetings

1. The Board shall meet **as often as necessary to conduct the business of the Society, but not less than once per year.**
2. Quorum for a meeting of the Board is a **majority (50% + 1) of the directors currently in office.**

3. Decisions of the Board shall be made by majority vote of those present, except where otherwise required by the Act or these bylaws.
 4. Meetings may be held in person or by electronic means, provided all participants can communicate simultaneously.
 5. Written resolutions signed by all directors are as valid as if passed at a meeting.
-

Part 6 – Officers

1. The directors may elect from among themselves such officers as they consider necessary for the effective management of the Society, including but not limited to a Chair and a Treasurer.
 2. One director may hold more than one officer position simultaneously.
 3. Officers shall serve **a one-year term and may be re-elected by the Board.**
 4. Officers may be removed, replaced, or have their roles reassigned by the Board at any time.
-

Part 7 – Financial Matters

1. The Society's fiscal year end shall be determined by the Board.
 2. The Board shall ensure full and accurate financial records are kept.
 3. All funds and property of the Society shall be used to further the purposes of the Society.
 4. Directors who manage or receive funds for Society projects must provide clear records and reports of expenditures.
-

Part 8 – Records

1. The Society shall keep all records required under the Act, including:
 - a. The constitution and bylaws;

- b. The register of directors;
 - c. Meeting minutes and resolutions;
 - d. Financial statements and accounting records.
 - 2. Records of the Society shall be kept at the registered office of the Society and may be inspected by directors on reasonable notice.
-

Part 9 – Conflict of Interest

- 1. A director who has a direct or indirect interest in a proposed contract, grant, or transaction with the Society must:
 - a. Disclose the nature and extent of the interest to the Board as soon as they become aware of it;
 - b. Abstain from voting and absent themselves from discussion on the matter; and
 - c. Ensure the disclosure is recorded in the minutes.
 - 2. The remaining directors shall determine whether the contract, grant, or transaction is fair and reasonable to the Society.
-

Part 10 – Dissolution

Upon winding up or dissolution of the Society, any assets remaining after payment of liabilities shall be distributed to one or more qualified donees or registered charities in British Columbia with **purposes related to film, media, or community storytelling**.



This package contains:

- Certified copy of the Applicants for Incorporation
- Certified copy of the Constitution
- Certified copy of the Bylaws
- Certified copy of the Statement of Directors and Registered Office
- Certificate



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

SINEAD O' CALLAGHAN

APPLICANTS FOR INCORPORATION

BC Society • Societies Act

NAME OF SOCIETY: **COASTAL COMMUNITIES FILM SOCIETY**

Incorporation Number: S0083710

Business Number: 76539 0638 BC0001

Filed Date and Time: October 9, 2025 09:59 AM Pacific Time

APPLICANT INFORMATION

Last Name, First Name Middle Name:

MILLER, ANDREW GLENN

Mailing Address:





CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

SINEAD O' CALLAGHAN

CONSTITUTION

BC Society • Societies Act

NAME OF SOCIETY: **COASTAL COMMUNITIES FILM SOCIETY**

Incorporation Number: S0083710

Business Number: 76539 0638 BC0001

Filed Date and Time: October 9, 2025 09:59 AM Pacific Time

The name of the Society is COASTAL COMMUNITIES FILM SOCIETY

The purposes of the Society are:

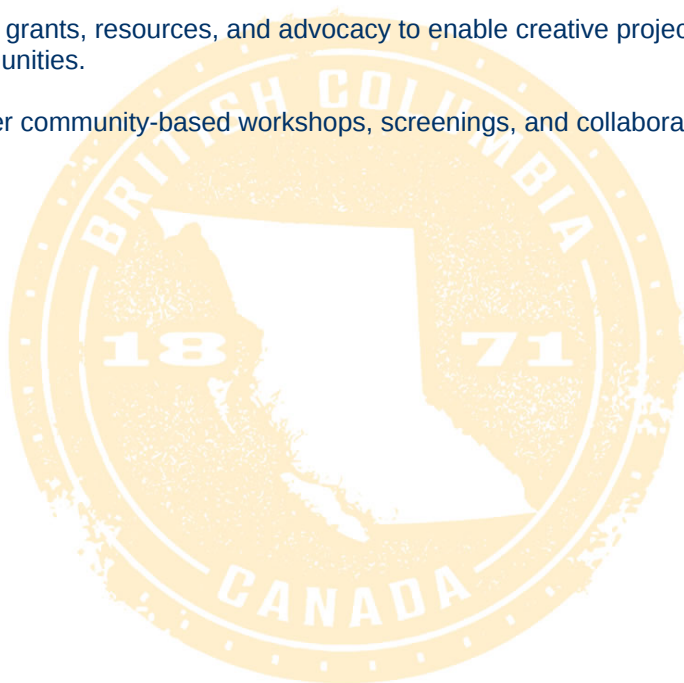
Name

The name of the society is Coastal Communities Film Society.

Purposes

The purposes of the society are to:

- Empower and support filmmakers and visual storytellers from small coastal and rural communities, including those on Vancouver Island and across Canada's Atlantic, Pacific, and Arctic coasts.
- Promote, preserve, and share the cultural, environmental, and social narratives of these communities through film and multimedia storytelling.
- Secure and provide grants, resources, and advocacy to enable creative projects from under-represented and Indigenous communities.
- Facilitate and deliver community-based workshops, screenings, and collaborative visual and audio media projects.





SINEAD O'CALLAGHAN

Bylaws of the Coastal Communities Film Society

Part 1 – Definitions and Interpretation

1. In these bylaws, unless the context otherwise requires:
 - “**Society**” means the Coastal Communities Film Society.
 - “**Board**” means the directors of the Society.
 - “**Director**” means an individual elected or appointed to the Board.
 - “**Act**” means the *Societies Act* of British Columbia as amended from time to time.
 2. These bylaws are to be interpreted in accordance with the *Societies Act*. If there is a conflict between these bylaws and the Act, the Act prevails.
-

Part 2 – Members

1. The Society shall have **no members** within the meaning of section 83 of the *Societies Act*.
 2. The governance and activities of the Society shall be exercised solely by the Board of Directors.
 3. Supporters or participants may be recognized by the Society, but such recognition does not confer membership or legal rights under the Act.
-

Part 3 – Directors

1. The Society shall have a **minimum of five (5)** and a **maximum of nine (9)** directors.

2. At least one (1) director must be ordinarily resident in British Columbia.
 3. Directors must be individuals who are at least 18 years of age.
 4. Directors shall serve for a term of up to **two (2) years** and may be re-elected. Terms may be staggered to ensure continuity.
 5. A director ceases to hold office when:
 - a. They resign in writing;
 - b. They are removed by a resolution of the Board; or
 - c. They are no longer qualified under the Act.
-

Part 4 – Duties and Powers of Directors

1. The Board is responsible for managing the affairs and activities of the Society.
 2. Directors are expected to actively participate in the work of the Society, including but not limited to:
 - a. Contributing to grant writing and fundraising efforts;
 - b. Leading or supporting projects funded by grants;
 - c. Participating in community outreach, programming, or events.
 3. Directors shall serve without remuneration for their role as directors.
 4. Directors may, however, receive funds or compensation administered by the Society for work performed on specific projects, provided that:
 - a. The director declares any conflict of interest regarding the project or grant;
 - b. The director abstains from discussion and voting on related matters;
 - c. The disclosure and abstention are recorded in the minutes.
-

Part 5 – Board Meetings

1. The Board shall meet **as often as necessary to conduct the business of the Society, but not less than once per year.**
2. Quorum for a meeting of the Board is a **majority (50% + 1) of the directors currently in office.**

3. Decisions of the Board shall be made by majority vote of those present, except where otherwise required by the Act or these bylaws.
 4. Meetings may be held in person or by electronic means, provided all participants can communicate simultaneously.
 5. Written resolutions signed by all directors are as valid as if passed at a meeting.
-

Part 6 – Officers

1. The directors may elect from among themselves such officers as they consider necessary for the effective management of the Society, including but not limited to a Chair and a Treasurer.
 2. One director may hold more than one officer position simultaneously.
 3. Officers shall serve **a one-year term and may be re-elected by the Board.**
 4. Officers may be removed, replaced, or have their roles reassigned by the Board at any time.
-

Part 7 – Financial Matters

1. The Society's fiscal year end shall be determined by the Board.
 2. The Board shall ensure full and accurate financial records are kept.
 3. All funds and property of the Society shall be used to further the purposes of the Society.
 4. Directors who manage or receive funds for Society projects must provide clear records and reports of expenditures.
-

Part 8 – Records

1. The Society shall keep all records required under the Act, including:
 - a. The constitution and bylaws;

- b. The register of directors;
 - c. Meeting minutes and resolutions;
 - d. Financial statements and accounting records.
 - 2. Records of the Society shall be kept at the registered office of the Society and may be inspected by directors on reasonable notice.
-

Part 9 – Conflict of Interest

- 1. A director who has a direct or indirect interest in a proposed contract, grant, or transaction with the Society must:
 - a. Disclose the nature and extent of the interest to the Board as soon as they become aware of it;
 - b. Abstain from voting and absent themselves from discussion on the matter; and
 - c. Ensure the disclosure is recorded in the minutes.
 - 2. The remaining directors shall determine whether the contract, grant, or transaction is fair and reasonable to the Society.
-

Part 10 – Dissolution

Upon winding up or dissolution of the Society, any assets remaining after payment of liabilities shall be distributed to one or more qualified donees or registered charities in British Columbia with **purposes related to film, media, or community storytelling**.



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

SINEAD O' CALLAGHAN

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: **COASTAL COMMUNITIES FILM SOCIETY**

Incorporation Number: S0083710

Business Number: 76539 0638 BC0001

Filed Date and Time: October 9, 2025 09:59 AM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

Mailing Address:

PO BOX 11
BAMFIELD BC V0R 1B0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

BLACK, AMAYA

Delivery Address:

Last Name, First Name Middle Name:

HAMELIN-COTE, LEO BENOIT

Delivery Address:

Last Name, First Name Middle Name:

MILLER, ANDREW GLENN

Delivery Address:

Last Name, First Name Middle Name:

MUMFORD, BENJAMIN CHARLES

Delivery Address:

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

Last Name, First Name Middle Name:

PATTERSON, JESSE LEILAND EDWARD

Delivery Address:





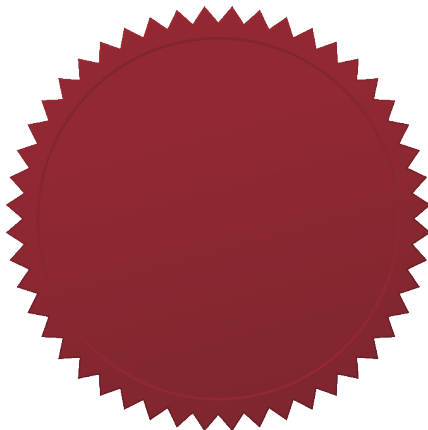
Number: S0083710

Societies Act
Certificate of Incorporation

COASTAL COMMUNITIES FILM SOCIETY

I Hereby Certify that ~

COASTAL COMMUNITIES FILM SOCIETY was incorporated under the *Societies Act* on
October 9, 2025 at 09:59 AM Pacific Time.



Issued under my hand at
Victoria, British Columbia

A handwritten signature in black ink, appearing to read "Sinead O'Callaghan", located below the text "Issued under my hand at Victoria, British Columbia".

SINEAD O' CALLAGHAN