

FSMSA – Bylaw Update FAQ

What is the purpose of the FSMSA?

The Fort Saskatchewan Minor Sports Association (FSMSA) is a non-profit umbrella organization that has supported and coordinated youth sports in Fort Saskatchewan for over 50 years.

- Provides a single point of contact and registration support for all sports.
- Handles 100s of calls during busy registration times.
- Offers bylaws, policies, and democratic governance.
- Ensures every sport has a voice through Sport Representatives on the Board.
- Advocates with the City and provincial sport bodies.
- Promotes safe and inclusive youth sport.

The FSMSA is run by dedicated volunteers who want the best for local youth.

What are bylaws?

Bylaws are the official rules that guide how the FSMSA is run. They set out how decisions are made, who has voting rights, and how the Board and members work together.

When were the bylaws last updated?

The current bylaws were created and filed in 2014.

Why do the 2014 bylaws need to be updated?

- The bylaws included too much detail that belongs in policies.

There were contradictory sections in the bylaws

- They had not been updated for several years. Laws and best practices change, and updating keeps the society legally compliant and effective.
- A Bylaw Committee, with support from IntegralOrg's nonprofit lawyer Yvonne Chenier, began work in January 2024 and completed it in July 2025.

Why are the proposed bylaws less detailed?

Bylaws are the “bones” of governance. Detailed rules and processes belong in policies and procedures, which are easier to update when needed.

What happened to the content removed from the bylaws?

That content was moved into FSMSA policies and procedures.

Were the new policies and procedures approved?

Yes. All policies and procedures required were created, updated and approved on September 21, 2025 by the Board of Directors .

Who decided the bylaws needed updating?

The FSMSA Board formed a Bylaw Committee in 2024, which worked with experts and member input to create the updated version.

Who was consulted in drafting the new bylaws?

The Bylaw Committee, IntegralOrg's nonprofit governance lawyer Yvonne Chenier, and FSMSA members through their Sport Representatives and Board of Directors.

Do the new bylaws follow Alberta's Societies Act?

Yes. They are written to meet legal requirements under the Act.

How are new bylaws approved?

They must be passed by a special resolution at a members' meeting, which requires at least 75% approval of the voting members attending the members' meeting.

Do I get to vote?

Yes, if you are a member in good standing according to the current bylaws.

What happens if the bylaws are not approved?

The FSMSA would continue under the 2014 bylaws, with all the detail and contradictory clauses .

When will the new bylaws take effect?

After members approve them at a meeting, they are filed with Alberta Corporate Registry.

What's the difference between bylaws and policies?

- Bylaws = high-level rules about governance and decision-making.
- Policies = detailed rules about how things are done day-to-day.

How often can policies be changed compared to bylaws?

Policies can be changed by the Board, while bylaws require a special resolution vote of the FSMSA membership and filing with the government.

Will this change how sports are represented at the FSMSA?

No. Each sport continues to have representation on the Board through its Sport Representative.

Does this change how registration or funding works?

No. Registration, funding, and financial supports remain as they are.

Does this impact fees or fundraising?

No. The bylaw update does not affect fees or fundraising requirements.

Does this impact volunteers or board positions?

The updated bylaws may clarify board roles and term limits, but volunteers remain at the heart of FSMSA.

What are Terms of Reference (ToR)?

Terms of Reference describe the purpose, scope, objectives, and structure of a committee or role within FSMSA. They act as a roadmap by:

- Explaining what needs to be done, why, and by whom.
- Setting boundaries and expectations.
- Keeping everyone focused on the goals.

Are the sports within FSMSA their own associations?

No. Each sport is run by a Sport Committee (President, VP, Secretary, Treasurer, etc.) operating under Terms of Reference, that is elected or appointed by the Sport Members, but they are not separate legal associations.

Can a sport choose to leave FSMSA?

Yes, however leaving means FSMSA will no longer be responsible for its :

- financial oversight and checks and balances.
- governance support and representation.

Can a sport take FSMSA funds or assets if it leaves?

No. All assets belong to FSMSA because they were purchased, insured, and managed by the FSMSA.

What stays the same?

Registration, sport programs, financial support, and FSMSA's commitment to youth sport remain unchanged. The bylaw update is about clearer, stronger governance, not changing the programs members rely on.