

TRUCKERS ASSOCIATION OF NOVA SCOTIA – POLICIES and PROCEDURES			
BOARD OF DIRECTORS POLICIES		APPROVED:	December 5, 2015
CATEGORY B:	MEMBERSHIP MATTERS	REVISED:	October 28, 2023
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QUALIFICATIONS AND CRITERIA FOR MEMBERSHIP POLICY

NOTE: Unless otherwise defined in this document, each of the capitalized terms contained herein shall have the meaning ascribed to them in the By-laws of the Association.

The Association will have the power and authority in their respective capacity as determined by the Board of Directors of the Association to approve or reject applications for membership in the Association. The Association has the power and authority to terminate a membership. Such decisions will be made by taking into consideration the eligibility requirements prescribed by the Associations By-laws and the following qualifications and criteria for membership:

1. To be granted membership in the Association an applicant must, and if granted membership must always, meet all the eligibility for membership requirements prescribed by the Association's By-laws and these qualifications and criteria for membership.
2. Only one membership will be granted to and maintained for each applicant who fulfills all the eligibility for membership requirements and these qualifications and criteria for membership.
3. All current Membership Year annual dues and fees must be paid in full and included with the application for membership.
4. An applicant/Member must provide when required or requested to do so, confirmation that they are a Resident in the county of the Local County Branch in which they are applying for membership. Confirmation that a Member is a Resident in the county of the branch where they are applying for membership shall be determined in accordance with the Association's By-laws and this policy. A Member may only be Resident in one county at a given time.
 - a) In the case of an applicant/Member who is an Individual or the shareholder, director, partner, or sole proprietor of an applicant/Member who is a Business, the Association may request information related to the following factors in order to confirm that the person ordinarily and permanently resides in the county of the Local County Branch in which they are applying for membership:
 - i. Where they sleep;
 - ii. Where their mail is delivered;
 - iii. The address listed on their important documentation, including but not limited to identification and vehicle registration;
 - iv. Where their spouse and dependants live;
 - v. Where their home is located; and
 - vi. Any other relevant factors.
 - b) In the case of an applicant/Member that is a Business or that is a corporate shareholder or partner of a Business, the Association may request information related to the following factors to confirm that the Business physically carries on an active business at a valid civic address in the county of the Local County Branch in which its application for membership is made:
 - i. In the case of a Business that is an incorporated entity, the jurisdiction of incorporation;
 - ii. The location listed with the Nova Scotia Registry of Joint Stock Companies as the Business' registered office;
 - iii. Proof that the Business is validly existing and in good standing under the laws of its jurisdiction of incorporation;
 - iv. The location where the majority of the employees of the Business report to work;

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- v. The location where the Chief Executive Officer and/or senior executives of the Business report to perform their duties;
 - vi. The location where management participates in economic activities related to the Business, including where the Business makes and receives payments, and/or the place where the business decisions are made; and
 - vii. Any other factors that may support the Business' principal place of business being within the county of the Local Branch in which its application for membership is made.
- c) The Association may request information from an applicant/Member that is a Business to identify all the shareholders, directors and/or partners of the Business in order to confirm the residency requirements of the shareholders and directors (if an incorporated entity), and partners (if a partnership). Such information could include, but is not limited to:
- i. The Business' corporate minute book;
 - ii. A notarized copy of the current shareholders register;
 - iii. A notarized copy of the current directors register;
 - iv. A notarized list of the partners if the Business is a partnership; and
 - v. Any other information that the Association may reasonably require to identify the shareholders, directors and partners of an applicant/Member that is a Business.
5. An applicant/Member that is a Business must provide, when required or requested to do so, confirmation and supporting information about the Controlling Interest in the applicant Business.
 6. Each Business Member must designate a representative to the Association. The representative may be changed from time to time by the Business, upon providing written notice to the Association and the Local County Branch; provided however, that if the designated representative has been elected as a Director of the Association, notice of their removal as the Business' designated representative shall also be deemed an automatic resignation from the Director position.
 7. An applicant/Member must provide, when required or requested to do so, confirmation of current valid liability insurance or eligibility for liability insurance, WHMIS certification, current valid WCB registration, certification of safety registration, and all other prescribed requirements in order for the applicant/member to participate in dispatch under the 80/20 Rule; it being understood that each Member is solely responsible to acquire and keep valid all required safety, liability insurance and first aid requirements and to provide copies of such documents certifying such requirements are in place to the Local County Branch and to the Association as requested before they are permitted to be dispatched for work; it is not the responsibility of the Local County Branch or the Association to follow up with a Member to obtain such information.
 8. An applicant's actions or interests as a past Member (a) must show that the applicant now and in the future intends to endorse the By-laws of the Association and the Rules and Regulations, and (b) must not be considered to have been and/or may continue to be detrimental to the Association in its ability to carry out its Objectives.
 9. A Member's membership in the Association must at all times be in Good Standing.
 10. Trucks registered by an applicant and used by a Member for work they are dispatched for as a Member must be owned by that applicant/Member; no Member is permitted to **Rent, Subcontract or Lease from a non registered Leasing or rental company** a truck for use in work they are dispatched for as a Member for the purpose of circumventing the eligibility or Qualifications and Criteria for Membership Policy requirements in any way; all

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applicants/Members must declare the real individual ownership of any truck they have registered for dispatch with the Association regardless of the Individual under which it is registered, and should they refuse to do so, not satisfactorily do so, or if they provide false or misleading information in relation thereto, they may, in the sole discretion of the Association, have their application for membership rejected or have their membership terminated, as the case may be. For greater certainty, the Association may request information to confirm the applicant is the registered owner and operator of the truck or trucks registered with the Association, which information may include but is not limited to ownership, leasing or rental documents.

Policy Revisions:

This policy may be amended by the Board of Directors of the Association as deemed necessary from time to time.

Related Documents:

Association By-Laws
 Membership Application Process Policy
 Membership Dues and Fees Policy