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BY-LAW No. 1

A by-law relating generally to the conduct of the affairs of

NRI SABHA PANCHHAT (CANADA)

(the "Corporation")

BE IT ENACTED as a by-law of the Corporation as follows:

SECTION ONE

GENERAL

1.1 Definitions

In all by-laws, resolutions and minutes of the Corporation, unless the context otherwise requires:

"**Act**" means the *Canada Not-For-Profit Corporations Act* S.C. 2009, c. 23 including the Regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;

"**articles**" means the original or restated articles of incorporation or articles of amendment, amalgamation, continuance, reorganization, arrangement or revival of the Corporation;

"**board**" means the board of directors of the Corporation and "director" means a member of the board;

"**by-law**" means this by-law and any other by-law of the Corporation as amended and which are, from time to time, in force and effect;

"**member**" means a person who has become a member in accordance with section 3.1, 3.2 & 3.4.

"**Corporation**" shall mean NRI SABHA PANCHHAT (CANADA);

"**meeting of members**" means virtual meeting or conference conducted online using internet, telephone or any other electronic communication medium;

"**ordinary resolution**" means a resolution passed by a majority of not less than 50% plus 1 of the votes cast on that resolution;

"**proposal**" means a proposal submitted by a member of the Corporation that meets the requirements of section 163 (Member Proposals) of the Act;

"**Ineligible Individual**" has the meaning in section 149.1 of the *Income Tax Act* (Canada), as amended from time to time;

“Special Business” includes all business transacted at a Special Meeting and all business transacted at an Annual Meeting, other than Annual Business;

“Special Meeting” includes any meeting of Members that is not an Annual Meeting;

“Written Resolution” means a resolution in writing signed by all the Directors or Members entitled to vote on that resolution at a meeting of the Board or the Members, and which is valid as if it had been passed at a meeting of the Board or Members.

"Regulations" means the regulations made under the Act, as amended, restated or in effect from time to time; and

"special resolution" means a resolution passed by a majority of not less than two-thirds (2/3) of the votes cast on that resolution.

1.2 Interpretation

In the interpretation of this by-law, words in the singular include the plural and vice-versa, words in one gender include all genders, and "person" includes an individual, body corporate, partnership, trust and unincorporated organization.

Other than as specified above, words and expressions defined in the Act have the same meanings when used in these by-laws.

1.3 Corporate Seal

The Corporation may have a corporate seal in the form approved from time to time by the board. If a corporate seal is approved by the board, the secretary of the Corporation shall be the custodian of the corporate seal.

1.4 Execution of Documents and Validity of Online signatures

Documents requiring execution by the Corporation may be signed by any two of the Chair of the Board, Vice-Chair of the Board, Secretary, Treasurer, or Secretary- Treasurer or any of the foregoing together with one (1) Director. All Deeds, assignments, contracts, agreements, obligations and other instruments may be signed by such officer, Director, member or attorney as the board may from time to time by resolution appoint to perform such duties. Any person authorized to sign any document may affix the corporate seal (if any) to the document. Any signing officer may certify a copy of any instrument, resolution, by-law or other document of the Corporation to be a true copy thereof.

Online/electronic signatures shall hold good and valid for all documents, forms and other correspondence used within the Corporation.

SECTION TWO

FINANCIAL AND OTHER MATTERS

2.1 Financial Year End

The financial year end of the Corporation shall be December 31 in each year or on such other date as the Board may determine.

2.2 Banking Arrangements

The banking business of the Corporation shall be transacted at such bank, trust, company or other firm or corporation carrying on a banking business in Canada or elsewhere as the board of directors may designate, appoint or authorize from time to time by resolution. The banking business or any part of it shall be transacted by an officer or officers of the Corporation and/or other persons as the board of directors may by resolution from time to time designate, direct or authorize.

2.3 Borrowing Powers

If authorized by a by-law which is duly adopted by the directors and confirmed by special resolution of the members, the directors of the corporation may from time to time: borrow money on the credit of the corporation; issue, reissue, sell, pledge or hypothecate debt obligations of the corporation; and mortgage, hypothecate, pledge or otherwise create a security interest in all or any property of the corporation, owned or subsequently acquired, to secure any debt obligation of the corporation. Any such by-law may provide for the delegation of such powers by the directors to such officers or directors of the corporation to such extent and in such manner as may be set out in the by-law. Nothing herein limits or restricts the borrowing of money by the corporation on bills of exchange or promissory notes made, drawn, accepted or endorsed by or on behalf of the corporation.

2.4 Annual Financial Statements

The Corporation shall send to the members an electronic copy of the annual financial statements and other documents referred to in subsection 172(1) (Annual Financial Statements) of the Act at their email addresses registered with the corporation.

SECTION THREE

MEMBERS

3.1 Who can be a Member

Any person (who originally belongs to India but now settled abroad) who satisfies the conditions of membership set out below may be a member of the corporation.

3.2 Membership Class

Subject to the articles, there shall be two classes of members in the Corporation, namely, Class A members and Class B members.

The board of directors of the Corporation may, by resolution, approve the admission of the members of the Corporation. Members may also be admitted in such other manner as may be prescribed by the board by resolution.

The following conditions of membership shall apply:

Class A Members: Class A voting membership shall be available only to individuals who have applied and have been accepted for Class A voting membership in the Corporation.

The term of membership of a Class A voting member shall be annual, subject to renewal in accordance with the policies of the Corporation.

As set out in the articles, each Class A voting member is entitled to receive notice of, attend and vote at all meetings of members and each such Class A voting member shall be entitled to one (1) vote at such meetings.

Each Class A voting member is entitled to receive notice of, attend and vote at all elections of the corporation and each such Class A voting member shall be entitled to one (1) vote at such elections.

Each Class A voting member can contest the director's election of the corporation.

Class B Members: Class B voting membership shall be available only to individuals who have applied and have been accepted for Class B voting membership in the Corporation.

The term of membership of a Class B voting member shall be annual, subject to renewal in accordance with the policies of the Corporation.

Subject to the Act and the articles, a Class B voting member is entitled to receive notice of, attend or vote at meetings of the members and each such Class B voting member shall be entitled to one (1) vote at such meetings.

Each Class B voting member is entitled to receive notice of, attend and vote at all elections of the corporation and each such Class B voting member shall be entitled to one (1) vote at such elections.

A Class B voting member cannot contest the director's election of the corporation.

A member can upgrade his membership (move from B to A) or downgrade his membership. (from A to B)

Pursuant to subsection 197(1) (Fundamental Change) of the Act, a special resolution of the members is required to make any amendments to this section of the by-laws if those amendments affect membership rights and/or conditions described in paragraphs 197(1)(e), (h), (l) or (m).

3.3 Transferring Membership

A membership may only be transferred to the Corporation. Pursuant to Section 197(1) (Fundamental Change) of the Act, a special resolution of the members is required to make any amendment to add, change or delete this section of the by-laws.

3.4 Membership Dues

Class A members: Annual membership fee shall be C\$1000 payable in the month of November every year.

Class B members: Annual membership fee shall be C\$200 payable in the month of November every year.

3.5 Termination of Membership

A membership in the Corporation is terminated when:

- a) the member dies or resigns;
- b) the member is expelled, or their membership is otherwise terminated in accordance with the articles or by-laws;
- c) the member's term of membership expires; or
- d) the Corporation is liquidated and dissolved under the Act.

3.6 Effect of Termination of Membership

Subject to the articles, upon any termination of membership, the rights of the member, including any rights in the property of the Corporation, automatically cease to exist.

A member shall not be entitled to any compensation upon termination of his membership.

3.7 Discipline of Members

The board shall have authority to suspend or expel any member from the Corporation for any one or more of the following grounds:

- a) violating any provision of the articles, by-laws, or written policies of the Corporation;
- b) carrying out any conduct which may be detrimental to the Corporation as determined by the board in its sole discretion;
- c) for any other reason that the board in its sole and absolute discretion considers to be reasonable, having regard to the purpose of the Corporation.

In the event that the board determines that a member should be expelled or suspended from membership in the Corporation, the president, or such other officer as may be designated by the board, shall provide twenty-one (21) days notice of suspension or expulsion to the member and shall provide reasons for the proposed suspension or expulsion. The member may make written submissions to the president, or such other officer as may be designated by the board, in response to the notice received within such twenty-one (21) day period.

If no written submissions are received by the president, the president, or such other officer as may be designated by the board, may proceed to notify the member that the member is suspended or expelled from membership in the Corporation. If written submissions are received in accordance with this section, the board will consider such submissions in

arriving at a final decision and shall notify the member concerning such final decision within a further twenty one(21) days from the date of receipt of the submissions. The board's decision shall be final and binding on the member, without any further right of appeal.

SECTION FOUR

MEMBER MEETINGS

4.1 Annual General Meeting

An annual meeting of members shall be held at such time in each year, as the Board may determine from time to time. The annual meeting shall be held for the purpose of considering the financial statements and reports of the Corporation required by the Act to be presented at the meeting, electing directors and other officials and transacting such other business as may be brought before the meeting or is required under the Act.

4.2 Notice of Members Meeting

Notice of the time and day of Annual meeting of members shall be given to each member entitled to vote at the meeting by telephonic, electronic or other communication facility at least 21 days before the day on which the meeting is to be held.

Pursuant to subsection 197(1) (Fundamental Change) of the Act, a special resolution of the members is required to make any amendment to the by-laws of the Corporation to change the manner of giving notice to members entitled to vote at a meeting of members.

4.3 Special Meeting

The Board may at any time call a Special Meeting for the transaction of any business specified in the notice calling the meeting. A Special Meeting may be held separately from or together with an Annual Meeting.

4.4 Members Calling a Member's Meeting

The board of directors shall call a special meeting of members in accordance with Section 167 of the Act, on written requisition of at least 5 members. If the directors do not call a meeting within twenty-one (21) days of receiving the requisition, any member who signed the requisition may call the meeting.

4.5 Persons Entitled to be present at Member's Meeting

The only persons entitled to be present at a meeting of members shall be those entitled to vote at the meeting, the directors and the public accountant of the Corporation and such other persons who are entitled or required under any provision of the Act, articles or by-laws of the Corporation to be present at the meeting. Any other person may be admitted only on the invitation of the chair of the meeting or by resolution of the members.

4.6 Quorum at Member's Meeting

A quorum at any meeting of the members shall be a majority of the members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of members, the members present may proceed with the business of the meeting even if a quorum is not present throughout the meeting.

4.7 Voting at Member's Meetings

At any meeting of members every question shall, unless otherwise provided by the articles or by-laws or by the Act, be determined by a majority of the votes cast on the questions.

Admin who will be responsible for conducting online surveys and corporation's elections shall ensure that secrecy of voting is maintained. He shall not disclose to anyone under any circumstance how a member voted in an election. While publishing the results of an election, he may use graphical representation without disclosing the individual voting pattern of the members. He must allow for verification that the votes are made by the Members entitled to vote; and not allow the Corporation to identify how each Member voted.

4.8 Written Resolutions

A Written Resolution signed by all the Members entitled to vote on that resolution at a meeting of Members, including an Annual Meeting, is valid as if it had been passed at an Annual Meeting or Special Meeting, provided that the following matters may not be dealt with by Written Resolution:

- (a) the resignation, removal or replacement of a Director, where a written statement has been submitted by the Director giving reasons for resigning or opposing his or her removal or replacement; and
- (b) the resignation, removal or replacement of the Public Accountant, where a written statement has been submitted by the Public Accountant giving reasons for resigning or opposing his or her removal or replacement.

4.9 Participation by Electronic Means at Member's Meeting

Meetings of members shall be held entirely by telephonic, an electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting. A person participating in a meeting by such means is deemed to be present at the meeting. Notwithstanding any other provision of this by-law, any person participating in a meeting of members pursuant to this section who is entitled to vote at that meeting may vote, in accordance with the Act, by means of any telephonic, electronic or other communication facility that the Corporation has made available for that purpose.

SECTION FIVE

BOARD OF DIRECTORS

5.1 Number of Directors

The board shall consist of the number of directors specified in the articles. If the articles provide for a minimum and maximum number of directors, the board shall be comprised of the fixed number of directors as determined from time to time by the members by ordinary resolution or, if the ordinary resolution empowers the directors to determine the number, by resolution of the board. In the case of a soliciting corporation the minimum number of directors may not be fewer than three (3), at least two of whom are not officers or employees of the Corporation or its affiliates.

5.2 Qualifications of a Director

Each Director shall:

- (a) be an individual who is at least eighteen (18) years of age;
- (b) not have the status of a bankrupt;
- (c) not be a person who has been declared incapable by a court in Canada or elsewhere; and
- (d) not be an Ineligible Individual.

If a person ceases to be qualified, the person thereupon ceases to be a Director.

5.3 Proposals Nominating Directors

Subject to the Regulations under the Act, any proposal may include nominations for the election of directors if the proposal is forwarded by at least 3 members entitled to vote at the meeting at which the proposal is to be presented.

5.4 Election of Directors

Subject to the provisions of the Act and Articles, Directors shall be elected by the Members. One Founding director shall be elected for three years, second for two years and the third for one year. This way, a post of director will fall vacant every year. All subsequent directors will be elected for two years.

5.5 Committees of the Board of Directors

The board may from time to time appoint any committee or other advisory body, as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the board shall see fit. Any such committee may formulate its own rules of procedure, subject to such regulations or directions as the board may from time to time make. Any committee member may be removed by resolution of the board of directors.

5.6 Duty to Disclose

Every Director or Officer who is or becomes an Ineligible Individual shall disclose such fact to the Board immediately upon learning that he or she has become an Ineligible Individual. Upon such disclosure being made, the Board may approve of the Ineligible Individual remaining as a Director or Officer. If the Director or Officer is not approved, the Director or Officer will immediately cease to be a Director.

5.7 Removal of Directors

A Director of the Corporation may be removed by Ordinary Resolution of the Members at a Special Meeting of which notice specifying the intention to pass the resolution has been given.

SECTION SIX

MEETINGS OF THE BOARD OF DIRECTORS

6.1 Calling of Meetings of Board of Directors

Meetings of the board may be called by the chair of the board or any two (2) directors at any time; provided that for the first organization meeting following incorporation, such meeting may be called by any director or incorporator. If the Corporation has only one director, that director may call and constitute a meeting.

6.2 Notice of Meeting of Board of Directors

Notice of the time for the holding of a meeting of the board shall be given to every director of the Corporation not less than 10 days before the time when the meeting is to be held by telephonic, electronic or other communication facility.

6.3 Regular Meetings

The Board may appoint one (1) or more days in each month for regular meetings of the Board. A copy of any resolution of the Board fixing the time of such regular meetings of the Board shall be sent to each Director as soon as possible after being passed, but no other notice shall be required for any such regular meeting except as may be required pursuant to the Act.

6.4 Quorum

A quorum for the transaction of business at meetings of the Board shall be at least a majority of the Directors.

6.5 Voting at Meetings of the Board of Directors

At all meetings of the board, every question shall be decided by majority of the votes cast on the question.

6.6 Written Resolutions

A written resolution, signed by all the directors, is valid as if it had been passed at a meeting of the directors.

SECTION SEVEN

OFFICERS

7.1 Appointment of Officers

The board may designate the offices of the Corporation, appoint officers, specify their duties and, subject to the Act, delegate to such officers the power to manage the affairs of the Corporation. A director may be appointed to any office of the Corporation. An officer may, but need not be, a director unless these by-laws otherwise provide. Except for the offices of Chair of the Board and Vice-Chair of the Board, a person may be nominated or selected for, elected or appointed to, and hold, more than one office including the offices of Secretary and Treasurer.

Any Officer, who is also a Director, shall hold office for the tenure of his directorship. Any Officer, who is not a Director, shall be appointed by the Board and shall hold office at the pleasure of the Board for a period of two (2) years.

7.2 Officers of the Corporation

Unless otherwise specified by the board (which may, subject to the Act modify, restrict or supplement such duties and powers), the offices of the Corporation, if designated and if officers are appointed, shall have the following duties and powers associated with their positions:

Chair of the Board – The chair of the board, if one is to be appointed, shall be a director. The chair of the board shall supervise and control the operations of the Corporation. The chair of the board, shall, when present, preside at all meetings of the board of directors and of the members. The chair of the board shall sign all documents requiring the signature of that office. The chair shall have such other duties and powers as the board may specify.

Vice-Chair of the Board – The vice-chair of the board, if one is to be appointed, shall be a director. If the chair of the board is absent or is unable or refuses to act, the vice-chair of the board, if any, shall, when present, preside at all meetings of the board of directors and

of the members. The vice-chair shall have such other duties and powers as the board may specify.

President – If appointed, the president shall be the chief executive officer of the Corporation and shall be responsible for implementing the strategic plans and policies of the Corporation. The president shall, subject to the authority of the board, have general supervision of the affairs of the Corporation.

Secretary – If appointed, the secretary shall attend and be the secretary of all meetings of the board, members and committees of the board. The secretary shall enter or cause to be entered in the Corporation's minute book, minutes of all proceedings at such meetings; the secretary shall give, or cause to be given, as and when instructed, notices to members, directors, the public accountant and members of committees; the secretary shall be the custodian of all books, papers, records, documents, corporate seal, and other instruments belonging to the Corporation.

Treasurer – If appointed, the treasurer shall keep or cause to be kept full and accurate accounts of all receipts and disbursements of the corporation in proper books of account. He shall deposit all moneys or other valuable effects in the name and to the credit of the Corporation in the bank or banks from time to time designated by the Board. He shall disburse the funds of the Corporation under the directions of the Board. He shall render to the board, whenever required, an account of all transactions as Treasurer and of the financial position of the corporation. He shall cooperate with the Public Accountants of the Corporation during any audit of the accounts of the Corporation. He shall have other such powers and duties as the board may specify.

Admin – The board shall appoint a member who is computer-literate as admin for Corporation's Facebook page and Whatsapp group. He will also be responsible for conducting online surveys and Corporation's elections. Admin is not allowed to vote in elections but will cast his vote in case of a tie.

7.3 Officer Vacancies

In the absence of a written agreement to the contrary, the board may remove, whether for cause or without cause, any officer of the Corporation, by an ordinary resolution of the board at a meeting of which notice of intention to present such resolution has been given to all Directors. Unless so removed, an officer shall hold office until the earlier of:

1. the officer's successor being appointed,
2. the officer's resignation,
3. such officer ceasing to be a director (if a necessary qualification of appointment) or
4. such officer's death.

If the office of any officer of the Corporation shall be or become vacant, the directors may, by resolution, appoint a person to fill such vacancy.

SECTION EIGHT

NOTICE

8.1 Method of Giving Notice

Any notice (which term includes any communication or document), other than notice of a meeting of members or a meeting of the board of directors, to be given (which term includes sent, delivered or served) pursuant to the Act, the articles, the by-laws or otherwise to a member, director, officer or member of a committee of the board or to the public accountant shall be sufficiently given if sent to such person by telephonic, electronic or other communication facility at such person's recorded address for that purpose or if sent to such person by prepaid letter post to the last address shown on the Corporation's records.

SECTION NINE

AMENDMENT OF ARTICLES AND BY-LAWS

9.1 Amendment of Articles

The amendment of Articles of the corporation is only possible if the amendment is sanctioned by a special resolution of the members. Any amendment to the Articles is effective on the date shown in the Certificate of amendment.

9.2 Amendment of By-Laws

Subject to the Articles, the board of directors may, by resolution, make, amend or repeal any by-laws that regulate the activities or affairs of the Corporation. Any such by-law, amendment or repeal shall be submitted at the next meeting of members where it may be confirmed, rejected or amended by the members by special resolution. The by-law, amendment or repeal is only effective on the confirmation of the members and in the form in which it was confirmed. The by-law, amendment or repeal ceases to have effect if it is not submitted to the members at the next meeting of members or if it is rejected by the members at the meeting.

9.3 Amendments requiring Special Resolution

Amendments to the following sections of this By-Law shall only be effective upon approval of the Members by Special Resolution:

- (a) Member Composition, Section 3.2;
- (b) Members' Rights, Section 3.2;
- (c) Number of Directors, Section 5.1;

- (d) Notice of Meetings, Section 4.2;
- (e) Borrowing powers, Section 2.3;
- (f) By-laws, Section 9.2;
- (g) Corporation's Articles, Section 9.1.

SECTION TEN

CONFLICT OF INTEREST

10.1 Conflict of Interest

In accordance with the Act and any Board regulations, directors and officers shall disclose any interests, whether direct, indirect or imputed, in any matter as required by the Act and comply with all other requirements in the Act in respect of such conflict of interest.

SECTION ELEVEN

DISPUTE RESOLUTION

11.1 Dispute Resolution

In the event of a dispute or controversy among members, directors, officers, committee members or volunteers of the corporation, it shall be settled by the board of directors in a meeting.

11.2 Invalidity of Provisions of this By-Law

The invalidity or unenforceability of any provision of these By-laws shall not affect the validity or enforceability of the remaining provisions.

11.3 Omissions and Errors

The accidental omission to give any notice to any member, director, officer, member of a committee of the board or public accountant, or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the by-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice

SECTION TWELVE

EFFECTIVE DATE

12.1 Effective Date

ENACTED by the Directors as a By-Law of NRI SABHA PANCHHAT (CANADA)
this ²⁸ day of ^{AUGUST} 2020.

Charanjit Singh
Chair of the Board Printed Name CHARANJIT SINGH PARMAR
Director *Avtar Singh Parmar* Printed Name AVTAR SINGH PARMAR
Director *Narinder Singh* Printed Name NARINDER SINGH
Secretary *Parminder Singh Parmar* Printed Name PARMINDER SINGH PARMAR

CONFIRMED by the members in accordance with the Canada Not-for-Profit
Corporation Act on the ²⁸ day of ^{AUGUST} 2020.

Charanjit Singh
Chair of the Board Printed Name CHARANJIT SINGH PARMAR
Secretary *Parminder Singh Parmar* Printed Name PARMINDER SINGH PARMAR

Copy of the signed and fully approved By-Laws provided to Corporations Canada on the
^{28th} day of ^{OCTOBER} 2020. (Required to be deposited within one year of
approval).